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English 441

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MLA GUIDELINES/RULES:

In English classes, there is “no other way” to format this information. These are not suggestions; they are rules. No, rules such as these were not meant to be broken. I don’t consider you a rebel or to be “self-reliant” if you choose to “do your own thang.”

HEADING, PG. #, Margins, Title!!!!!!!!!!!!!!!!!!!!!!!!!!!!

OMG, THIS IS THE MOST FRUSTRATING THING!

HEADING, NOT HEADER!

Page number in upper right corner with last name page number.

1” margins, all the way around. YES, I HAVE A RULER AT MY SIDE WHEN I GRADE!!!

A creative title, even only a marginally creative title, is much better than Short Research Paper!!!

Quotation Sandwich

* The quotation sandwich
  + To adequately frame a quotation, summary, or paraphrase, you need to insert it into a quotation sandwich, which has basically three parts that correspond to the parts of a sammich (bun, meat and veggies, bun)
    - * 1. Statement introducing quote, summary, paraphrase. This should give the author and source.
        2. The quotation, summary, or paraphrase itself, ending with a parenthetical citation (the page number at the very least!).
        3. The explanation. First, this should offer your interpretation of the quote, summary, or paraphrase. Second, it should explain why the quote, summary, or paraphrase is important to your argument.

FOR EXAMPLE!!!

George Ryan in his “Speech Announcing Commutation of All Illinois Prisoners’ Death Sentence” claims that his “thoughts and feelings about the death penalty have changed many, many times” (612). I can relate to Ryan’s sentiment. Like Ryan, I can read a particular source that reaffirms my support of the death penalty, but the next day I might stumble upon a study or statistic that makes me oppose the death penalty.

Never begin a new paragraph with a direct quote

“When a paragraph begins with a quote, that’s a weak beginning,” says Sean M. George.

Similarly, never end a paragraph with a direct quote

Never end a paragraph with a direct quote. Similarly, Sean M. George advises, “one should never end a paragraph with a direct quote” (11).

Then begin another paragraph here. Don’t do it! Just. Don’t. Do. It.

Never end a sentence with a period. “Then begin a sentence with a quotation” (302). The result is this quotation “floats” in space. It’s not connected to anything.

When giving a scholar’s name, it’s not necessary to tell where they are from or call them professor or doctor. Sean M. George, a professor of American Literature at Texas A&M University-Commerce, writes, “Don’t do that!” (9).

PUNCTUATION, LEARN IT! It matters.

. = ; = , + fanboys = subordinating conjunctions

The Fanboys

For

And

Nor

But

Or

Yet

So

BLOCK QUOTES

If your direct quotation is more than 4 typed lines, it should be in a block quote.

A block quote should be indented 1” or 2 tabs. A block quote doesn’t not need quotations at the beginning or end. A block quote should be double-spaced. A block quote should have a period at the end than a parenthetical reference without a period, like this. (George 23)

Speaking of parenthetical references.

Anytime you reference another’s ideas, either in summary or through direct quotation, you should use a parenthetical reference. Learn when to use what information. If you have mentioned the author’s name in the sentence before the quotation, then you DON’T need to give the author’s name in the parenthetical citation. If you didn’t mention the author’s name, or you have used a couple names prior to the quote, give the author’s name in the quote (George 34). BUT ALWAYS GIVE THE PAGE NUMBER!!!! If you’re using sources without page numbers, you MUST give the paragraph number (George par. 3). You don’t need to use a comma ANYWHERE in the parenthetical reference.

Ellipsis

You do not need to use an ellipsis at the beginning or end of a quote: “…They are unnecessary…” (George 7). The very nature of quotes implies that you have left out “stuff” before and after the quote you’ve provided. HOWEVER, if you have omitted stuff in the middle of the quote, either because the quote would be too long or whatever the reason, you use an ellipsis to indicate to the reader that something has been left out: “That is the only … time you use a … ellipsis” (George 89).

Works Cited

The last page of your paper should be a works cited page. This is where you list any and all

works you have cited. You do not list works that you do not directly quote or summarize.

The authors should be listed alphabetically. The second line should be indented 1 tab or 5 spaces,

which is called a hanging indent.

This page is always and only ever called Works Cited, unless you’ve only listed one, in which

case it would be Work Cited. Not references, not bibliographic entries, not Work(s) Cited, not nothing else.

Works Cited should not be underlined or italicized or anything.

If you use a web site to compile your bibliographic information, that’s fine. If you use the

JSTOR “Cite this article” link, that’s fine too. But for heaven’s sake, be sure to go back and change the fonts and other elements to match your document.